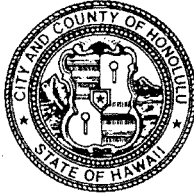


DEPARTMENT OF PLANNING AND PERMITTING  
**CITY AND COUNTY OF HONOLULU**

650 SOUTH KING STREET, 7<sup>TH</sup> FLOOR • HONOLULU, HAWAII 96813  
PHONE: (808) 768-8000 • FAX: (808) 768-6041  
DEPT. WEB SITE: [www.honolulu.gov](http://www.honolulu.gov) • CITY WEB SITE: [www.honoluludpp.org](http://www.honoluludpp.org)

MUFI HANNEMANN  
MAYOR



DAVID K. TANOUE  
DIRECTOR

ROBERT M. SUMITOMO  
DEPUTY DIRECTOR

January 27, 2010

RECEIVED  
CITY CLERK  
C & C OF HONOLULU  
2010 JAN 28 PM 4:11

The Honorable Todd Apo, Chair  
and Members  
Honolulu City Council  
530 South King Street, Room 202  
Honolulu, Hawaii 96813

Dear Chair Apo and Councilmembers:

The Mayor's Office was recently notified by the Harvard Kennedy School's Ash Institute for Democratic Governance and Innovation that the City and County of Honolulu's application to participate in the Project on Municipal Innovation's Transit Oriented Development Policy Cohort ("Program") was selected. Other cities selected were Portland, Denver, and Indianapolis.

Participation in the Program initially includes a \$25,000 grant award for technical assistance from the Living Cities organization. Living Cities is an innovative philanthropic collaborative of large foundations and financial institutions focusing on improving the lives of low-income people and the urban areas in which they live.

In addition to the grant for technical assistance, the Ash Institute has invited a senior policy advisor from each selected city to participate in a forum to launch the Program. The forum will be held January 28 – January 30 in Cambridge, Massachusetts. The Director for the Department of Planning and Permitting will be attending on behalf of the Mayor's Office. The Ash Institute will pay for expenses associated with this travel as described in the attached gift form.

The proximity of the award and invitation, and the date of travel did not provide us with an opportunity to submit this gift for Council's consideration prior to traveling.

The Honorable Todd Apo, Chair  
and Members  
January 27, 2010  
Page 2

A draft copy of the gift resolution is attached for your consideration. This office understands that the City will be required to reimburse the school, if the travel takes place and the City Council does not accept this gift.

Thank you for your prompt attention to this matter.

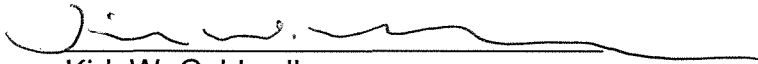
Sincerely,



Robert M. Sumitomo  
Deputy Director  
Department of Planning and Permitting

Attachments

APPROVED:



Kirk W. Caldwell  
Managing Director



**CITY COUNCIL**  
CITY AND COUNTY OF HONOLULU  
HONOLULU, HAWAII

No. \_\_\_\_\_

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**RESOLUTION**

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RELATING TO THE ACCEPTANCE OF A GIFT TO THE CITY FROM THE HARVARD KENNEDY SCHOOL'S ASH INSTITUTE FOR DEMOCRATIC GOVERNANCE AND INNOVATION.

WHEREAS, Section 13-113 of the Revised Charter of the City and County of Honolulu provides for the acceptance of gifts to the City by the Council of the City and County of Honolulu; and

WHEREAS, Resolution 05-349, CD1, FD1, establishes a policy of the Council for the solicitation and acceptance of gifts donated to City executive agencies; and

WHEREAS, the policy provides that an executive agency may request the Council's immediate consideration of a request for acceptance of a gift to the City to allow the agency's time-sensitive expenditure of the gift; and

WHEREAS, through a letter, the Mayor has submitted a request to the Council for a gift from Harvard Kennedy School's Ash Institute for a technical assistance grant, airfare, lodging and ground transportation from January 28 through January 30, 2010; and

WHEREAS, the description and value of the gift is set forth in the Declaration of Gift (Exhibit A); now, therefore,

BE IT RESOLVED by the Council of the City and County of Honolulu that this body accepts the gift of technical assistance and travel, valued at approximately \$26,400 that is more fully described in the above-mentioned letter from the Mayor and Declaration of Gift; and



**CITY COUNCIL**  
CITY AND COUNTY OF HONOLULU  
HONOLULU, HAWAII

No. \_\_\_\_\_

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## RESOLUTION

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BE IT FINALLY RESOLVED that the clerk is hereby directed to transmit certified copies to this resolution to the Office of the Mayor, 530 South King Street, Room 306, Honolulu, Hawaii 96813.

INTRODUCED BY:

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DATE OF INTRODUCTION:

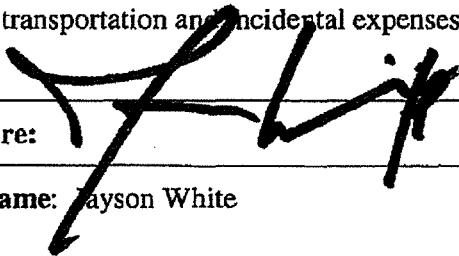
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\_\_\_\_\_  
Honolulu, Hawaii

\_\_\_\_\_  
Councilmembers

**City and County of Honolulu**

<b>DECLARATION OF GIFT</b>	
<b>NAME OF DONOR</b>	Ash Institute, Harvard Kennedy School
<b>DONOR'S ADDRESS</b>	79 JFK Street, Cambridge, MA 02138
<b>DONOR'S TELEPHONE</b>	617-496-8808
<b>STATEMENT OF OWNERSHIP AND/OR TERMS OF CONVEYANCE</b>	
<p>The Harvard Kennedy School's Ash Institute for Democratic Governance and Innovation selected the City and County of Honolulu to participate in the Project on Municipal Innovation's Transit Oriented Development Policy Cohort ("Program"). Other cities selected were Portland, Denver, and Indianapolis.</p> <p>Participation in the Program includes a \$25,000 grant award for technical assistance from the Living Cities organization. In addition to the grant for technical assistance, the Ash Institute has invited a senior policy advisor from each selected city to participate in a forum to launch the Program. The forum will be held January 28 – January 30 in Cambridge, Massachusetts. The Director for the Department of Planning and Permitting will be attending on behalf of the Mayor's Office. The Ash Institute will pay for expenses associated with this travel as described below.</p>	
<b>DESCRIPTION OF GIFT</b>	<b>VALUE</b>
Grant for technical assistance	\$25,000
Airfare (HNL to BOS)	\$735 (approx.)
Hotel (2 nights)	\$525 (approx.) (\$262 per night)
Ground transportation and incidental expenses	\$100
<b>Signature:</b> 	<b>Date:</b> January 22, 2010
<b>Print Name:</b> Jayson White	<b>Title:</b> Program Manager, Urban Policy Advisory Group